



HMUA MINUTES

REGULAR
MEETING OF

AUGUST 13-2013

ADMINISTRATION BUILDING
424 Hurley Drive
Hackettstown, NJ



REGULAR MEETING OF AUGUST 13, 2013
JACOB GARABED ADMINISTRATION BUILDING

The meeting was called to order by Vice Chairperson Harper at 8:01 P.M.

Roll call indicated the following members in attendance: Harper, John DiMaio, Kelly and Jerry DiMaio.

Also attending: Counselor Zaiter, Projects Engineer David Klemm, Executive Director Smith, Deputy Director Perry and Recording Secretary Palma.

Vice Chairperson Harper announced that adequate notice of this meeting has been given to the area press and the Town of Hackettstown, and shall be convened and conducted in accord with the requirements of the Open Public Meetings Act.

Vice Chairperson Harper led a salute of the United States Flag.

Vice Chairperson Harper indicated that approval of the June 11th Regular Meeting to be the next agenda item. A motion to approve the minutes was made by Kelly being seconded by Harper with Harper and Kelly voting yea and John DiMaio and Jerry DiMaio abstaining.

Vice Chairperson Harper indicated that approval of the June 11th Executive Session to be the next agenda item. A motion to approve the minutes was made by Kelly being seconded by Harper with Harper and Kelly voting yea and John DiMaio and Jerry DiMaio abstaining.

Vice Chairperson Harper indicated approval of the July 9th Regular Meeting to be the next agenda item. A motion to approve the minutes was made by Jerry DiMaio and being seconded by John DiMaio with Harper, John DiMaio and Jerry DiMaio voting yea and Kelly abstaining.

Vice Chairperson Harper indicated that approval of the July 9th Executive Session be the next agenda item. A motion to approve the minutes was made by Jerry DiMaio being seconded by John DiMaio with Harper, John DiMaio and Jerry DiMaio voting yea and Kelly abstaining.

Vice Chairperson Harper opened the meeting to public participation and noted there were members of the public present. A woman in attendance indicated she was waiting for other people that she expected to attend. She indicated she had nothing to discuss at this point.

Vice Chairperson Harper stated the next agenda item was discussion and possible action regarding any project change orders.

Executive Director Smith confirmed that there were no change orders for this month.

Vice Chairperson Harper stated that Resolutions pertaining to financial transactions to be the next order of business.



The following Resolution #13-2948 was proposed by John DiMaio who moved its adoption:

Resolution #13-2948A

BE IT RESOLVED, that the following Operations Expense Requisitions be formally approved:

Dated: July 12, 2013	OEA-1006	SL-16	\$137,515.34
Dated: July 26, 2013	OEA-1007	SL-17	<u>83,142.76</u>
		Total	\$220,658.10

Resolution #13-2948B

BE IT RESOLVED, that the following Construction Aid Fund Requisition #CAF-369 be formally approved:

REQUISITION #CAF-369

Hatch Mott MacDonald	Engineering Services	\$ 8,395.00
J.L.M. Computers	Computer Hardware/Materials	1,640.00
USA BlueBook	Davit Arm System/Floor Mounts	<u>8,227.77</u>
	Total	\$18,262.77

Resolution #13-2948C

BE IT RESOLVED, that the following Renewal and Replacement Fund Requisition #RR-188 be formally approved:

REQUISITION #RR-188

Treasurer, State of NJ	Permit: Arthur-College View	\$ 4,000.00
Warren Cty. Soil Cons.	Permit: Arthur- College View	1,025.00
NJDOT Permits Office	Permit: Arthur- College View	900.00
Hatch Mott MacDonald	Engineering Services	17,200.00
Hunterdon-Warren	Garage Door Repairs	3,973.75
Kustom Control Solutions	Well #8 Pump Upgrade	17,987.37
Reiner Pump Systems, Inc.	ABS Hydraulic Kit	1,457.97
Tilcon NY Inc.	Backfill Material	<u>1,958.06</u>
	Total	\$ 48,502.15

Resolution #13-2948D

BE IT RESOLVED, that the following Escrow Sub-Requisition #ESR-234 be formally approved:

REQUISITION #ESR-234

Hatch Mott MacDonald	NJDOT Rt. 46 Bridge	\$ 295.00
Hatch Mott MacDonald	Princess Towers	<u>1,287.40</u>
	Total	\$ 1,582.40

The Resolution was seconded by Jerry DiMaio and upon roll call vote carried: Ayes: Harper, John DiMaio, Kelly and Jerry DiMaio voting yea.



Vice Chairperson Harper stated the next agenda item was discussion and possible action to award Contract No. 41W for Well No. 9 Well House.

Executive Director Smith stated that he, Deputy Director Perry and Counselor Zaiter attended a meeting with the Washington Township Planning Board and he confirmed that they are requesting a minor site plan and a variance application. He believes that upon completion of the applications, the project will be approved by Washington Township Planning Board. The apparent low bidder is DeMaio Electrical. It was noted by John DiMaio that DeMaio Electrical is in no way related to him or any other member of his family. It was also noted that the spelling is different.

After a brief discussion, the following Resolution #13-2949 was proposed by Kelly who moved its adoption:

WHEREAS, subsequent to the proper advertisement, six (6) sealed bids for Contract No. 41W for Well No. 9 Well House were received and read aloud at a public bid opening on August 9, 2013 at 10:30 AM at the HMUA Jacob Garabed Administrative Building; and,

WHEREAS, it has been determined that the lowest responsible bid was received from DeMaio Electrical Co., Inc. of Hillsborough, New Jersey in an anticipated value of \$979,200; and,

WHEREAS, the Authority will complete the submission for a variance and minor site plan application to the Washington Township Planning Board; therefore

BE IT RESOLVED, that the Counselor and Executive Director are authorized to award Contract 41W for Well No. 9 Well House to DeMaio Electrical Co., Inc. of Hillsborough, New Jersey upon receipt of confirmation of approval by the Washington Township Planning Board.

This Resolution was seconded by John DiMaio and upon roll call vote carried. Ayes: Harper, John DiMaio, Kelly and Jerry DiMaio voting yea.

At this point, Vice Chairperson Harper requested Deputy Director Perry to proceed with his report.

Deputy Director Perry began by stating that 90% of the design phase has been completed for the water main project on Arthur Terrace and College View. Comments were submitted to Hatch Mott MacDonald today.

Perry also stated that he has requested pricing for the trench paving of Sharp Street, which should be completed within the next few weeks.

Perry continued by stating that he received confirmation that the permit to operate Well No. 8 has been approved by the NJDEP and that an email would be forwarded tomorrow confirming this. This will allow Well No. 8 to pump 800 gallons per minute.



Perry also stated the Wendell LaDue Utility Safety Award was accepted on behalf of the HMUA by the NJAWWA at the Denver AWWA Conference, and will be presented to the HMUA at their October 10th NJAWWA meeting.

Perry continued by stating there was a pre-construction meeting on August 6th for the Well No. 8 and WPCP generators.

Perry also stated that he and Director Smith are currently reviewing the Hydraulic Model report submitted by HMM.

Perry concluded by stating that he recently attended an AMA seminar called 7 Habits of Highly Effective People, which was very informative.

Upon completion of the Deputy Director's report, Vice Chairperson Harper requested the Executive Director to proceed with his report.

Executive Director Smith stated the auction of the reservoir properties is moving forward. He confirmed that there have been a few meetings with Fiedler Realty to review documents and answer questions regarding the reservoir properties. He also confirmed that the auction will take place on Saturday September 21st.

Smith also stated that the Energy Reduction Plan (ERP) improvements at the HMUA Water Pollution Control Plant have been completed. The one-year evaluation period is finished and our consultant has submitted the required report to the NJ Office of Clean Energy to obtain approval for the final Rebate. The Report concluded that electricity use was reduced by 33.4% resulting in a Final Rebate amount of \$132,779. Upon receipt of the Final Rebate, the Authority will have received a total Rebates of \$358,801. The ERP improvements have also resulted in significant savings in electricity charges.

Smith also stated he received an email from Counsel indicating that All Seasons has filed a Motion for Reconsideration.

Smith concluded by reporting that he and Bud Volkert met with a gentleman regarding the possible repair of the water service at 704 Bryant Drive. He was looking to help the homeowner out and was looking for some options. It was reported that there was still no water service to this unit.

Vice Chairperson Harper requested Counselor Zaiter to proceed with his report.

Counselor Zaiter stated he spoke with the mediator last Friday regarding the Harvestone Farms litigation. He confirmed that the mediator could not help and there would be a call with the Judge next week.

Counselor Zaiter concluded by stating a survey may be required in order for the sale of the Reservoir properties. He stated that some Title Companies may request this to ensure a clean title. He suggested that in the Agreement of Sale it should be stated that the buyer will be responsible for the survey.

Vice Chairperson Harper requested whether anyone had business of a general nature to discuss.



Engineer Klemm stated the permit for Arthur Terr. and College View Drive is completed. He also confirmed that Warren County Soil Conservation requested the plans be revised to include a “Sinkhole Remediation Detail”, which is being completed.

Deputy Director Perry also stated that the Notice to Proceed has been issued for Contract 42WS.

At this point, it was suggested that the Board convene into Executive Session.

Resolution #13-2950 was proposed by Kelly who moved its adoption.

BE IT RESOLVED, on this 13th day of August 2013, by the Hackettstown Municipal Utilities Authority and pursuant to N.J.S.A. 10:4-1 et. Seq., the Authority shall discuss personnel matters in Executive Session.

It is not possible, at this time, for the Authority to determine when and under what circumstances the above referenced items, which are to be discussed in Executive Session, can be publicly disclosed.

A motion to convene into Executive Session was made by Kelly and seconded by John DiMaio. Ayes: Harper, John DiMaio, Kelly and Jerry DiMaio.

THEREFORE, BE IT RESOLVED, on this 13th day of August 2013, by the Hackettstown Municipal Utilities Authority that the matters, as noted above, will be discussed in Executive Session, said session commencing at 8:55 PM.

Jerry DiMaio moved to end Executive Session and re-enter Regular Session, said motion being seconded by Kelly and all indicating approval at 9:13 PM. No formal action was taken during Executive Session.

There being no additional comments or discussion, Vice Chairperson Harper declared a motion to adjourn would be in order and was so moved by John DiMaio, seconded by Jerry DiMaio and followed by a unanimous voice vote.

Time – 9:15 P.M.

Bruce D. Smith
Executive Director & Secretary